



# Porter Henderson Library

## *Library Newsletter*



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### Word from the Director

Maurice Fortin, Library Director

Spring break is fast approaching and there is still so much more to do before it arrives!! Students and faculty members have really increased their usage of the Library's online resources. Each month since September 2005 has seen a new all-time record in searches performed and/or articles and documents viewed, down-loaded, printed, or E-mailed.

In January I met with the Student Senate. They asked me to provide them with information on how the ASU Library compares with other Texas academic libraries and plans for the future. (On page 2 of this *Newsletter* is a selection of those comparative statistics.) The Student Senate also appointed a focus group to work with the Library on how to allocate the Library Fee in FY 07 and FY 08 and on plans for remodeling the Library. (See page 3 for a copy of the Library Fee recommendation.)

Information Technology and the Library have plans to upgrade the hardware and software for the Library's automation system (Voyager). The online catalog (RamCat) will not be available all day on March 7<sup>th</sup>. At that time, a new file server will be installed and the Library's existing databases and operating software will be transferred to the new hardware. Over Spring break, RamCat will again be unavailable on the following days, March 13<sup>th</sup> to the 15<sup>th</sup>. During this period, the automation software will be upgraded to the latest release. I apologize for these outages. If you need access to the Library's holdings information during these dates, be sure to do so before the scheduled outages or contact the Reference Desk ([Reference@angelo.edu](mailto:Reference@angelo.edu) or 942-2141). An E-mail reminder will be sent to the campus before these dates to warn about the outages.

The deadline for order requests is fast approaching. To aid in preparing orders for library materials a new feature available only to faculty members on the RamPort Library tab is discussed below (on page 3). Several other new features are discussed elsewhere in this issue, including some that are part of the new release of the library's system software and another on journal holdings information in the FirstSearch databases. (See "Voyager Turns Five in March" on page 4 and "Looking into the Future" on page 6, respectively.) Learn how the holdings information in the FirstSearch database, WorldCat, will be useful when RamCat is unavailable on March 7<sup>th</sup> and during Spring break. Once again, Mark Allan is offering open sessions for Library electronic resource research; session dates and times can be found on page 8. West Texas Collection staff members are preparing their new exhibit on sheep shearing that will open in mid-April. Some information on the exhibit, how you can help, and tentative plans for the opening reception can also be found on page 8. Finally, tax time has rolled around again. A short article on the revised IRS web site closes out this issue.

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## Library Quality, 2003 – Comparison with Texas “Peer” Institution Libraries

The following tables are based on statistical information contained in *Texas Academic Library Statistics, 2003* compiled and published (online) by the Texas State Library. Peer institutions are state supported universities of similar size, scope, and mission.

	Number of Students		Total Expenditures
	Headcount, 2003	FTE, 2003	
Angelo State	6,268	5,225	\$1,739,897
Midwestern State	6,480	DNR	\$1,125,258
Tarleton State	9,071	8,504	\$2,116,027
Texas A&M-Corpus Christi	7,607	5,980	\$8,025,542
West Texas A&M	6,780	6,675	\$1,492,641

	Rank by Total Expenditures Per FTE	
	Students, 2003	Faculty, 2003
Angelo State	21	19
Midwestern State	31	30
Tarleton State	27	24
Texas A&M-Corpus Christi	1	1
West Texas A&M	26	26
State Average	\$440	\$8,885
Angelo State	\$333	\$6,853
Rankings are based on a comparison of 31 reporting, state supported, four-year institutions.		

	Rank by Total Staff Per FTE	
	1,000 Students, 2003	100 Faculty, 2003
Angelo State	25	28
Midwestern State	24	26
Tarleton State	23	17
Texas A&M-Corpus Christi	12	16
West Texas A&M	20	22
State Average	8.3	16.7
Angelo State	5.5	11.4
Rankings are based on a comparison of 31 reporting, state supported, four-year institutions.		

### Proposed Budget for the Library Fee

Based on the projected budget guidelines for FY 07, the Library Fee should generate approximately \$475,000 in FY 07 and again in FY 08. However, since the University does not always collect all fees, the Library Fee budget will use a base figure of \$470,000.

Area	Amount	% Range
Materials Budget Supplement <sup>1</sup>	\$360,000	70%-80%
Personnel <sup>2</sup>	\$90,000	15%-20%
Maintenance & Operations <sup>3</sup>	\$20,000	4%-10%

1. This will support all existing on-line services (TexShare, FirstSearch, etc.), other types of access tools, the possible addition of one or two new on-line services, support services for file maintenance, possibly supplement some of the titles supported from academic department allocations, and/or generally increase the Library's available share of the Materials Budget and/or the general Materials Budget allocations to academic departments.

2. This includes money (approximately \$65,000 in salary and benefits) for the Library Assistant III-Reference/Interlibrary Loan position and the Library Assistant II position to assist with cataloging and processing collections in the West Texas Collection. The balance will go to increase the Library's student wage budget. The increased amount for student wages will help with coverage during extended hours in the fall, spring, and summer semesters; help cover the cost of increasing student wages; and perhaps add additional positions.

3. This will support the numerous maintenance contracts currently under-funded in the Library's 0090-44000 account. It will also cover the Library's share of supplies for the public access printers in the Reference Desk and QuickLab areas. This allocation can also be used to cover additional travel and training costs as well as emergency replacement of equipment outside of the normal budgetary cycle. (Examples may include replacing a broken fax machine, missing or damaged AV equipment, reader-printers for microforms, or other related library equipment.)

### Order Request Deadline Approaching – New Feature Available to Faculty

The April 15<sup>th</sup> deadline is fast approaching for all order requests from the Library's Materials Budget. After April 15<sup>th</sup>, any remaining funds in academic departmental accounts will be placed in the Library's "Excellence Fund." Each academic department then may submit requests for library materials that normal allocations

cannot cover. A subcommittee from the University Library Committee will approve expenditures from the Excellence Fund.

The latest departmental library fund balances are now available in RamPort on the Library tab. This announcement is *only* available for viewing *by faculty members*. Look for "Library Materials Budget for Academic Departments" in the "Library Announcements" section below "Online



Resources."

If you have any questions or need additional information, please contact Javad Maher, Acquisitions Librarian ([Javad.Maher@angelo.edu](mailto:Javad.Maher@angelo.edu) or 942-2312).

## Voyager Turns Five in March – Upgrades to “Voyager 5” and RamCat Unavailability

The Library brought up the new integrated library system, Voyager (*i.e.*, “RamCat”), for public use on March 18, 2001. Since that time the system has gone through several software upgrades. During March 2006, over Spring break, Voyager will “turn five” and be upgraded to the latest version of the software – coincidentally named *Voyager 5*. This article will cover some of the changes users have seen in RamCat since March 2005 – most notably in the continued increase in the number of online resources accessible via the catalog – and what you can expect to see when you return from Spring break on March 20.

For the past four years in the pages of this *Newsletter*, Voyager has been compared to a growing child. To keep the analogy going ... as any parent can attest, children soon outgrow their clothes and require new ones. As they get older and more in tune with their peers, however, the “standards” for what passes as “acceptable” clothing also change. (“But, Mother, *no one* wears *those* jeans anymore! I *must* have *these* jeans!!”) The Voyager system is no different; standards and software requirements are changing, and in the world of technology that usually means more storage and/or processing memory are required.

But, before we see where we’re going we should see where we’ve been.

Figure 1 below shows the number of bibliographic, holding, and item records have been increasing steadily the past three years. The number of item records in the system is approaching the 400,000 mark, while the bibliographic and holding record counts hover between 300,000 and 370,000.

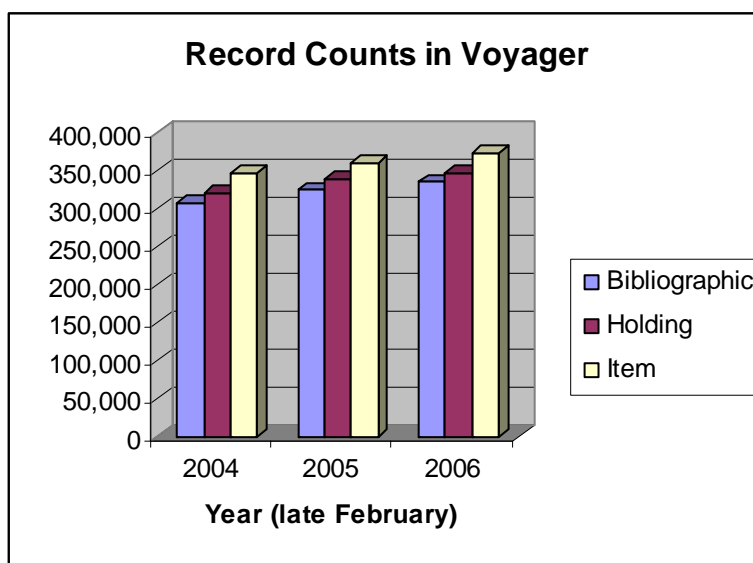


Figure 1

As stated above, the number of online, electronic-only, publications accessible via RamCat is increasing. The chart below in Figure 2 illustrates the increase of only two major categories of such publications: electronic books from NetLibrary and United States government publications (available via the GPO PURL server). The number for government publications does *not* include the myriad government titles accessible in RamCat via sources other than through the PURL server.

In September 2001 there were no NetLibrary books accessible via links in RamCat, and only a few government publications. Both types, however, show a steady increase over the years. The fact that the total number of links has risen so dramatically illustrates the increase in the number of URL hosts other than the two listed in the chart. These other hosts include the Library of Congress site ([www.loc.gov](http://www.loc.gov)), for publication information such as Tables of Contents, and numerous links to publisher sites for biographical data on authors.

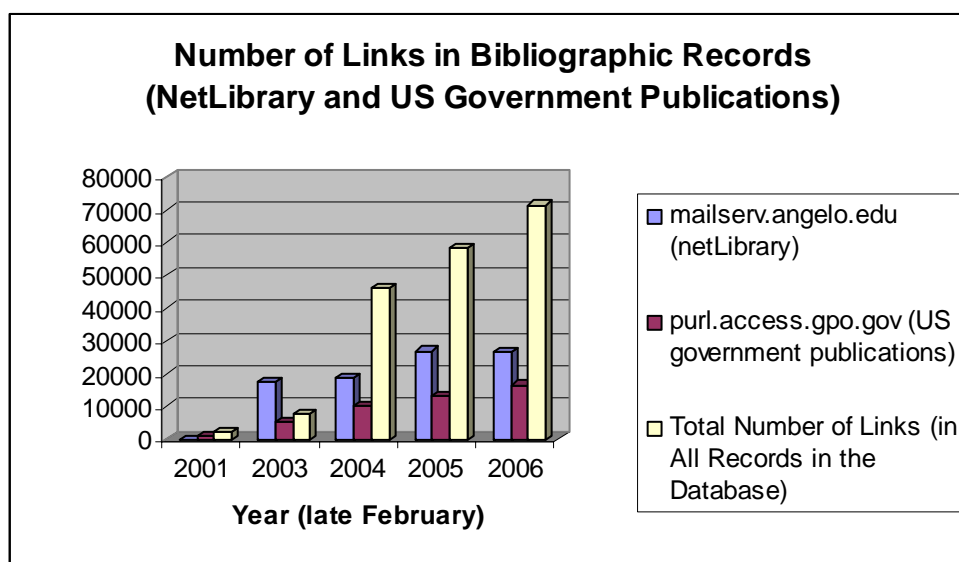


Figure 2

### Upgrade Plans, RamCat Unavailability, and Alternative Sources

Since the Library's system will outgrow its "clothes" (the current server) with the installation of the Voyager 5 release, the system will be migrated to a new and improved server on March 6-7. If everything goes according to plan, all services that use the system will be unavailable on *Tuesday, March 7* – for one day only. These include RamCat, Circulation, Cataloging, and Acquisitions/Serials. You will still be able to check out books and course reserve items, but staff will be handling these activities manually. It will take a little longer to check out material that day.

In lieu of RamCat on March 7, people can use FirstSearch's WorldCat database to find out which titles the Library owns. (The exact call numbers for books and media materials won't be available there, but the government documents call numbers will be.) The Library's holdings for periodical titles are also now available in WorldCat and in the other FirstSearch databases. (For more information on this new enhancement, see the following article, "Looking into the Future.")

The databases under "Online Resources" on RamPort's Library tab, and under "GuestNet" from the Library's home page, will *not* be affected by this move. They will remain available and accessible to users as always.

The Library will operate the current Voyager software and the production database on the new server for a few more days to make sure everything works fine before upgrading to the Voyager 5 release the following week. This procedure is scheduled for March 13-15, during Spring break, hopefully to affect as few university users as possible.

The changes from the Voyager 5 release may not be readily apparent to library users in the beginning, but it will affect library staff members in Acquisitions, Serials, Cataloging, and Circulation immediately. Library staff behind the scenes will appreciate such new features as those designed to enhance serial check in, bulk importing of records (e.g., for the NetLibrary electronic books), and managing patron records. Keyword searching is also expanded in this new release. One example of this expanded searching concerns the ability to specify wild-card characters at the beginning (left truncation) or in the middle (internal truncation) of a search term. Using the question mark (?) to match zero, one, or more characters, in a left truncation search and searching for "?chemical" returns Electrochemical, Geochemical, and Petrochemical. Using the same wild-card in an internal position and searching for "geo?logy" returns both Geology (matches zero characters) and Geobiology (matches one or more characters).

The display of non-Roman alphabets in RamCat is greatly enhanced in this release, not that there are any examples of such records in the database at this time. We have records for a number of publications in Russian and Chinese and other Asian languages that could be enhanced to include title and other publication information in the original alphabets. (An example of a Chinese language record from the University of Georgia's online catalog appears below in Figure 3.)

More detailed information on these and other enhancements will be contained in the next issue of the *Library Newsletter*. Stay tuned.

**Title:** 2004 chun jie lian huan wan hui [videorecording] / Zhong yang dian shi tai ; zong dao yan Yuan Dewang ; zhi pian ren Su Feng, Zhang Xiaohai.

2004春节联欢晚会 [videorecording] / 中央电视台 ; 总导演袁德旺 ; 制片人苏峰, 张晓海.

**Variant Title:** Chun jie lian huan wan hui 2004  
春节联欢晚会 2004

**Publisher:** [**Beijing**] : Zhong yang dian shi tai [production company] : Zhongguo guo ji dian shi zong gong si [distributor], 2004.  
[北京] : 中央电视台 : 中国国际电视总公司, 2004.

Figure 3. Example of a bibliographic record from the GIL Universal Catalog, a project of the University of System of Georgia (<https://giluc.usg.edu/webvoy.htm>), showing the display of Chinese characters.

## Looking into the Future ... What *Did* We See? Holdings Information Enhancements in FirstSearch Databases

The Library's resident psychic did not have a streak-free shine on her crystal ball before she made her prognostications in the April 2003 issue of the *Faculty Newsletter*. (Apparently, she had neglected to clean it with Windex beforehand.)

Only one of her three predictions came true during the fall 2003 semester – about ILL requests being easier to submit. The one about “additional holdings information in the FirstSearch databases” did not come about during the next 2003 semester, as hoped, but it did happen *this winter* – on February 16, 2006, to be exact. In early January the Library sent updated information for three selected locations to OCLC, the producer of the FirstSearch service. These locations included Periodicals, Microforms, and Storage. With the file now loaded into WorldCat everyone is able to enjoy the results of having this information available in the FirstSearch databases. (The holdings information in WorldCat is used by other FirstSearch databases, such as Humanities Abstracts, Education Abstracts, and Social Science Abstracts.)

Some screen shots below from the databases WorldCat and Humanities Abstracts for the periodical title *Journal of American History* give readers examples of local holdings information they can see now in the FirstSearch databases.

Figure 1 shows the beginning of the list of libraries from WorldCat that own *Journal of American History*. The ASU Library's holdings information will always appear first in the list. The red arrows have been added to highlight Angelo State's information. Clicking on the active link “Angelo State Univ Libr” performs a search for the journal in RamCat, however, if you click on the active link “v.51-(1964-)” in the “Local Holdings” column, seen in Figure 1, you will retrieve the information displayed in Figure 2.

[Display All Libraries](#)

Libraries with Item: "The journal of American h..." ( [Record for Item](#) | [Get This Item](#) )

Location	Library	Local Holdings	Code
TX	<a href="#">ANGELO STATE UNIV LIBR</a>	<a href="#">v.51-(1964-)</a>	ANG
TX	<a href="#">ABILENE CHRISTIAN UNIV, BROWN LIBR</a>	<a href="#">51-(1964-)</a>	TXC
TX	<a href="#">AMARILLO COL NETWORK</a>		ACC
TX	<a href="#">AMARILLO PUB LIBR</a>	<a href="#">[Total=51- 1964-, Mic...</a>	TAP
TX	<a href="#">AMBASSADOR UNIV LIBR</a>		ACL

Figure 1. List of libraries from WorldCat that own the *Journal of American History*.



ANGELO STATE UNIV LIBR (ANG)	
Summary:	v.51-(1964-)
OCLC Number:	1754428
Date of Report:	20030507
Location:	ANGM
Format:	Text
Holdings:	v.51(1964)-

**Figure 2. Summary holdings information.**

To translate the information in Figure 2 above ... Angelo State's holdings for *Journal of American History* begin with v.51, dated 1964; the hyphens indicate the title is currently received; there are no breaks in the holdings, so there are no missing volumes. This information was last reviewed and updated by a staff member on May 7, 2003 ("Date of Report"). "ANGM" is a 4-character symbol assigned to the Library for use in the WorldCat system. In this case it means the "Periodical" location in the basement. Finally, the material is in paper ("Text"), another indication that the title can be found in the basement.

Some titles may show two different "ANGM" locations. In these cases one is for the Periodical collection in the basement; the other is "Storage" on the Third Floor. Unfortunately, there is no way to show for sure which "ANGM" location is which, but generally speaking, older volumes of titles are in "Storage." Some records may show "ANGF" with formats of "Microfilm" or "Microfiche." "ANGF" is the code for Angelo State's Microforms Collection in the basement of the Library.

**IMPORTANT NOTE:** On March 7, when RamCat is unavailable, you can use WorldCat to help answer questions about whether or not the Library owns a particular journal title and/or volume. You can restrict your search to items owned by this library by checking the "Items in my library (ANG, ANGELO STATE UNIV LIBR)" box on the Search screen (see Figure 3). You may also type ANG in the "Library Code" box to limit the search to items in this library.

Limit availability to: ☒ Items in my library (ANG, ANGELO STATE UNIV LIBR) ?

match any of the following Library Code  Find codes ...

**Figure 3. "Limit availability to:" section of the WorldCat search box.**

Meanwhile, because you search Humanities Abstracts for articles on specific subjects, not necessarily for journal titles, the example shown in Figure 4 below is for an article on the Alamo in the December 2005 issue of *Journal of American History*. Users may assume that the libraries in the list have this December issue because they own the journal. As seen previously in Figure 1 in the example from WorldCat, the ASU Library's holdings appear first and is highlighted by the red arrows. Again, clicking on the active link "Angelo State Univ Libr" performs a search in RamCat for the journal and clicking on the link in the "Local Holdings" column retrieves the same information found in Figure 2.

<b>Title:</b> The Alamo <b>Author:</b> Corkin, Stanley <b>Source:</b> The Journal of American History, v.92, n.3, (December 2005), p.1086 <b>ISSN:</b> 0021-8723			
<a href="#">Display All Libraries</a>			
<b>Libraries with Item: "The Alamo."</b> ( <a href="#">Record for Item</a>   <a href="#">Get This Item</a> )			
Location	Library	Local Holdings	Code
TX	<a href="#">ANGELO STATE UNIV LIBR</a>	<a href="#">v.51-(1964-)</a>	ANG
TX	<a href="#">ABILENE CHRISTIAN UNIV, BROWN LIBR</a>	<a href="#">51-(1964-)</a>	TXC
TX	<a href="#">ALLIANCE FOR HIGHER EDUC</a>		IUC
TX	<a href="#">AMARILLO COL NETWORK</a>		ACC
TX	<a href="#">AMARILLO PUB LIBR</a>	<a href="#">[Total=51- 1964-, Mic...</a>	TAP

**Figure 4. List of libraries from Humanities Abstracts that own *Journal of American History*.**

## Open Sessions for Library Electronic Resource Research

Many students and faculty receive training in using the library's online resources. However, as new transfer students and faculty join the ASU community, and the access and utilization of electronic resources is constantly being updated, the Library is offering sessions for students and faculty to learn about the resources available to them. Open sessions with no fixed agenda are scheduled for the following dates and times in the Library Computer Lab (Lib 302C) on the third floor of the Library. Come prepared to ask questions and learn according to your own (and your fellow attendees') needs!

Day	Date	Time
Tuesday	February 28	9:00 a.m.
Wednesday	March 1	9:30 a.m.
Wednesday	March 8	1:00 p.m.
Wednesday	March 8	5:00 p.m.
Thursday	March 9	1:00 p.m.
Thursday	March 9	5:00 p.m.

If you have any questions about these open sessions, contact Mark Allan at 942-2511 or via E-mail at [Mark.Allan@angelo.edu](mailto:Mark.Allan@angelo.edu).

## Sheep Shearing Exhibit at the West Texas Collection

West Texas Collection staff members are busy preparing an exhibit on sheep shearing in this area. The exhibit is set to open in mid-April. Plans being made for the official opening are still underway but it is tentatively set for April 20. These plans include a celebration of Mrs. Eva Camuñez Tucker's 95th birthday. Mrs. Tucker, a generous supporter of the Collection, has underwritten the traveling exhibit for the display.

To donate photographs or artifacts, or to contribute personal stories, please contact Suzanne Campbell, Director, at 942-2164 or via E-mail at [Suzanne.Campbell@angelo.edu](mailto:Suzanne.Campbell@angelo.edu).

More detailed information on the exhibit will be available in the April issue of the *Newsletter*.



Grading and sacking wool on the Stilcon and Case Ranch.



## It's Tax Time Again!



The number of taxpayers who filed their returns electronically last year exceeded 50 percent; however, the Internal Revenue Service has a goal, set by Congress in a 1998 law, of converting 80 percent of taxpayers from paper to electronic filing by the year 2007. In early February the independent IRS Oversight Board recommended that lawmakers give the IRS an extra four years to meet that electronic filing target. The board projected that four out of five taxpayers will file electronically by 2011 if the tax collectors can keep the program growing at the same rate. "[T]here's still people who do it on paper, as odd as that may be," said Harley Duncan, executive director of the Federation of Tax Administrators.\*

Some people do still use the tax forms and file their returns on paper. If you are one of these taxpayers and need forms you can find some of the more common ones at the Library on a book truck outside the Juvenile Collection room. More and more of these taxpayers, however, are downloading the forms they need from the IRS web site. Since the Internal Revenue Service has changed and updated its web

site since last year, this short article will illustrate some of those changes and show which links to use to find particular types of IRS forms and publications.

The IRS has provided a short list of the most requested forms and publications in the upper left hand corner of the home page at <http://www.irs.gov/>. (See the illustration above for a close up image of this list.) Links to two of the 1040 forms and Schedules A & B are included here.

A red dot added to the image highlights the "More Forms and Publications" link. You use this link to go to the "Forms and Publications" page (see below) where you can search for and download additional forms, instructions, and publications. Forms and publications from previous years and alternative media formats are also available from links in this section. Alternative media formats include Braille, text, and "talking tax forms" that work with MSAA compliant screen readers as well as Dragon Naturally Speaking Voice Recognition Software.

Examples of titles available under the "Publication number" link include, among many others, *Your rights as a taxpayer* (Publication 1); *Conferences and practice requirements* (216); *Medical and dental expenses* (502); and *Moving expenses* (521).

Forms, publications, and instructions are also available for viewing online. If you are not sure which form you need, there are links to "Topical Index to Forms, Instructions, and Publications" to assist in choosing the correct one.

### Forms and Publications



Welcome to the forms and publications resource page, the official source of IRS tax products. The links below provide methods to access and acquire both electronic and print media. Additionally, the **Search** function above provides basic and advanced search capabilities for published products available on IRS.gov.

#### Download forms and publications by:

- [Form and instruction number](#)
- [Publication number](#)
- [Topical index](#)
- [Date posted on IRS.gov](#)
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- [Viewing and printing forms](#)
- [File formats](#)
- [Fill-in forms](#)
- ["Information only" forms](#)
- [Commenting on forms and publications](#)

\* Dalrymple, Mary. (2006 Feb. 1). IRS short of electronic tax-filing target; Lawmakers asked to extend deadline by four years. *The Grand Rapids Press* (Grand Rapids, MI). pC6. Retrieved February 17, 2006, from InfoTrac Newspapers.